

**CITY OF SNOHOMISH**  
**Snohomish, Washington**

**ORDINANCE 2018**

**AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON  
AUTHORIZING FIELD SCHEDULING AT CITY SPORTS  
FIELDS AND RESERVATIONS OF THE HILL PARK MAIN  
SHELTER AND AMENDING SNOHOMISH MUNICIPAL CODE  
SECTION 13.04.165.**

**WHEREAS**, the City of Snohomish provides park and recreational opportunities to the public on a first-come, first-served basis; and

**WHEREAS**, the City of Snohomish has received State and Federal grant funds for the development of parks and recreational facilities, requiring reasonable use for the general public; and

**WHEREAS**, the City of Snohomish has a number of community non-profit organizations that hold community events, open to all members of the public, for the purpose of generating revenues for their community service activities and providing recreation for the general public; and

**WHEREAS**, the Snohomish Park Board has recommended to the Snohomish City Council to allow private individuals to reserve the Hill Park shelter;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF  
SNOHOMISH, WASHINGTON DO HEREBY ORDAIN AS FOLLOWS:**

**Section 1:     SMC 13.04.165 is hereby amended to read as follows:**

The City Manager, or designee, shall be authorized to schedule the use of sports fields at City parks and the main structure at Hill Park. The following process shall be used:

- a.) Scheduling Sport Fields – By March 31<sup>st</sup> of each year, the Snohomish Park Board will review and approve a yearly field schedule for organized youth sports teams. The Park Board will adopt rules, forms, and deadlines for the determination of field scheduling. The City Manager, or designee, shall be responsible to ensure that sufficient time is available for general or non-scheduled public use of sports fields consistent with requirements of state and federal grants.
- b.) Scheduling the main Hill Park structure – Starting January 1<sup>st</sup> of each year, community non-profit organizations, using the Special Event Permit process defined in SMC Chapter 5.10, can schedule the use of the main Hill Park structure for community events open to the general public. Starting February 1<sup>st</sup> of each year, private citizens, groups, or organizations can schedule the use of the main Hill Park

structure for private functions. Groups, organizations, or private citizens other than community non-profit organizations who schedule use that is open to the general public shall be limited to two reservations per year.

- c.) The City Manager, or designee, in consultation with the Snohomish Park Board, shall have the authority to develop rules to administer scheduling or reserving City facilities.
- d.) All other park spaces and facilities shall be provided to the general public on a first-come, first-served basis under the provisions provided by the Snohomish Municipal Code.

**PASSED** by the City Council and **APPROVED** by the Mayor this 17th day of December, 2002.

CITY OF SNOHOMISH

By \_\_\_\_\_  
Cameron M. Bailey, Mayor

ATTEST:

APPROVED AS TO FORM:

By \_\_\_\_\_  
Torchie Corey, City Clerk

By \_\_\_\_\_  
Grant K. Weed, City Attorney

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